

LAW OFFICE OF GERALD R. VELARDE, P.C.
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August 14, 2014
704-1

Matter No. 704-1
Chapter 13 Bankruptcy

Fees:			Hours	
03/27/14	RB	Conference with client to review information and documents that must be produced by client to prepare chapter 13 case	1.10	110.00
03/27/14	GRV	Conference with client to discuss financial status and bankruptcy options; prepare initial means test; discuss pending foreclosure sale	1.50	337.50
04/04/14	RB	Conference with client to review information and documents produced by client to prepare chapter 13 case	1.50	150.00
04/14/14	RB	Review pay checks, P & L's, Tax returns, Retirement Statements to prepare CMI	1.60	160.00
04/14/14	RB	Prepare Statement of Business Income and Business Expenses for last 6 months	0.50	50.00
04/15/14	RB	Conference with client to review and revise Schedules, Statement of Affairs & Means Test	1.45	145.00
04/15/14	RB	Prepare letter to client re forwarding information from mortgage company on MIP	0.25	25.00
04/16/14	RB	Prepare letter to client re instructions for meeting of creditors	0.25	25.00

04/24/14	GRV	Review and revise Schedules, Statement of Affairs and Means Test; prepare Plan; prepare Notice of Plan	1.60	360.00
04/24/14	RB	Prepare letter to client re Chapter 13 plan & Certificate regarding requirement to file tax returns	0.25	25.00
04/24/14	RB	Prepare Certificate regarding requirement to file tax returns	0.30	30.00
04/29/14	RB	Conference with client to review Chapter 13 payment plan	0.40	40.00
05/13/14	RB	Prepare letter to client re Trustee's business packet	0.25	25.00
05/14/14	RB	Prepare letter to trustee re documents	0.30	30.00
05/14/14	RB	Prepare Confirmation Affidavit	0.45	45.00
05/20/14	GRV	Prepare Motion to Assume Contract with Verizon; prepare Notice of Motion	0.50	112.50
05/20/14	GRV	Prepare Motion to Assume Contract with Cable One; prepare Notice of Motion	0.50	112.50
05/28/14	GRV	Conference with client in preparation for creditors meeting; attend creditors meeting with clients; conference with client at conclusion of creditors meeting re additional documents and information needed	1.45	326.25
06/03/14	GRV	Review file in preparation for meeting with trustee	1.10	247.50
06/03/14	RB	Prepare letter to client re Amended Schedule F	0.25	25.00
06/03/14	RB	Prepare Amended Schedule F	0.40	40.00
06/09/14	GRV	Review file in preparation for meeting with Trustee; prepare Order Confirming Plan	1.10	247.50
06/09/14	RB	Prepare letter to MacCarthy, Holthus attorneys	0.25	25.00

		for Mortgage Company re notice of Bankruptcy		
06/10/14	RB	Prepare Notice of Amendment with specification	0.30	30.00
06/10/14	RB	Prepare Notice of Creditors added by Amendment	0.25	25.00
06/10/14	RB	Prepared Notice with deadlines to creditors added by amendment	0.30	30.00
06/11/14	GRV	Conference with Chapter 13 trustee re resolution of confirmation issues	0.75	168.75
06/17/14	GRV	Prepare Order on Motion to Assume Contract with Verizon Wireless	0.25	56.25
06/17/14	GRV	Prepare Order on Motion to Assume Contract with Cable One	0.25	56.25
07/21/14	GRV	Review file in preparation for meeting with trustee	0.40	90.00
07/31/14	GRV	Prepare for preliminary hearing on confirmation; attend preliminary hearing on confirmation	1.10	247.50
08/01/14	RB	Prepare letter to client re final hearing on confirmation	0.20	20.00
08/04/14	RB	Prepare letter to client re terms of confirmed plan	0.40	40.00
08/12/14	GRV	Conference with Trustee re resolution of confirmation issues	1.35	303.75
08/14/14	GRV	Prepare Fee Application; prepare Notice of Fee Application	0.80	180.00
Hours:			23.60	
Total fees:				\$3,941.25

Expenses:

04/30/14	GRV	Photocopies		77.70
04/30/14	GRV	Postage		18.13

06/10/14	GRV	Filing Fee	30.00
08/14/14	GRV	Photocopies	78.00
08/14/14	GRV	Postage	34.56
Total expenses:			\$238.39

Tax Summary

Gross Receipts	7.00% of \$4,179.64	\$292.57
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Billing Summary

Previous balance	\$0.00
Payments & adjustments	0.00
Current fees & expenses	4,179.64
Tax on current charges	292.57

Total now due	\$4,472.21
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